

Minutes of the Suffield Permanent Building Commission

Thursday, September 5, 2013

PBC Members Present

Joe Sangiovanni, Chairman
Glenn Neilson, Vice Chairman
Cathie Ellithorpe
Bill Gozzo
Kevin Goff

Absent PBC Members

None

Also Present

John Cloonan – Director of Public Works
Larry Plano – Schools Facilities Director
Lester Smith – *Suffield Observer* reporter
Angela Cahill – Fletcher Thompson

Call to order: The meeting was called to order at 7:00 P.M.

Public Comment:

- Mr. Smith, from the *Suffield Observer*, asked about the legal status right now with the threat to remove Haynes Construction from the High School Fire Pump Project.
- Chairman Sangiovanni stated that the situation is somewhat still in limbo. Haynes Construction is disputing the PBC claim that they did not complete the project correctly. Chairman Sangiovanni then stated that this project will be discussed in more detail later on in the agenda.

Correspondence:

- None

Approval of Meeting Minutes

- The minutes of the PBC meeting conducted on August 22, 2013 were not yet available.

Town Hall Renovation Project

- Ms. Angela Cahill from Fletcher Thompson presented a report and progress drawing to the PBC. She gave a brief overview of the project progress and answered questions as she went.
- Mr. Neilson inquired if all of the code issues have been resolved. Ms. Cahill stated that they have “narrowed them down.”
- Both the architectural and mechanical drawings were presented.
- The HVAC system dedicated outside air unit will be located up in the attic, and it was decided to run multiple risers down.
- Ms. Cahill stated that on the third floor there will be a lot of horizontal distribution in terms of the ductwork, but it is just ventilation.
- The main cooling and heating will come from vertical fan units which will be in every room at a window, and they will be located on the floor similar to the existing air handler units. They will protrude a bit, but will be much easier to install.
- Mr. Cloonan informed Ms. Cahill that the current AC drain lines are plugged now. There will be new ones installed, so this should not be an issue in the future.
- The storage closet will be taken up with fresh air distribution ducts from the dedicated outside air unit.

- They will not be disturbing Hall 300, but they will need to fire-safe between Hall 300 and the attic.
- Ms. Cahill mentioned that the second and third floor locations for registers and grills are flexible.
- There will basically be no layout changes on the third floor.
- In the Tax Collector area there will be architectural reconfigurations, new finishes, and ceiling.
- On the lowest level (from the ductwork perspective) things are very tight. There is one area where they are going to have to drop the ceiling because there is a bond beam in the way, and unfortunately it is in entrance vestibule 105, but it does not have to be the whole ceiling.
- Ms. Cahill stated that she will verify the code issues with Mr. Flanders, the Building Official, and at this point will proceed with the piping construction documents.
- Mrs. Ellithorpe suggested that Ms. Cahill should first pin down whatever the building is being classified as, and then figure out what the ratings are between floors. Then they will have to decide where the rated walls will be and where they end before talking with Mr. Flanders. Mr. Neilson agreed, saying that the building needs to be classified first.
- Ms. Cahill stated that the last time she met with the PBC that they had discussed two phases rather than three, and the major phase would begin next summer. It was mentioned that the total funding will probably not be available. Mr. Cloonan asked how much they would need to get started. Ms. Cahill replied that she will check and compare other recent bid prices and see what she can do.
- The plan is now to finish the documents for this project in November, bid during the winter, and perhaps start in the spring.
- Ms. Cahill will send some open dates to the PBC, and she will come back in November to meet with them again.
- The project will be done one side at a time (North side, South side) and floor by floor. The storage materials need to be cleared out of the attic, and it needs to be decided where the employees will go for a temporary work space and when.

High School Fire Pump

- Chairman Sangiovanni gave a brief update of the project. He stated that Haynes Construction is still disputing the PBC's claim that they did not complete the project correctly, but Haynes said that they are prepared to make any of the necessary corrections.
- There have been instructions given from the First Selectman to prepare an RFP for the PBC to take over the project and complete the fire pump.
- Mr. Cloonan mentioned that the Town will take care of all of the sidewalks, and those will be separate from the project.
- Mr. Cloonan provided the PBC members with a bulleted list of what he has already worked on with consultant, Mr. David Walencewicz. for the RFP, but they have a lot of open-ended questions.
- The first thing that Mr. David Walencewicz mentioned is that the PBC should hire a contractor to do a check with helium for a possible ground leak. He said this should be done to see whether or not they will have to move the building. (The PBC wants it to be moved anyway.)
- Chairman Sangiovanni reiterated that it definitely needs to be stated in the RFP that there should not be a concrete slab, but instead a removable temporary floor. He stated that they are going to assume that the leak is there, and after the pipes are removed, a pressure check will be done of the school and the fire pump.
- Mr. Cloonan and Mr. Flanders will meet with Cogswell Sprinkler Company to discuss installing a fire pump connection on the VoAg facility on September 10th.
- Mr. David Walencewicz is in favor of the schematic design that Mr. Jay Kurtz from Kohler Ronan came up with.

- Mr. Cloonan stated that he should have the draft of the RFP completed by the end of next week, and when it is finished, he will e-mail it to the members of the PBC.

High School Agri-Science Large Animal Facility Project

- It was stated that Ms. Sandy Rubino from Haynes Construction claims that there are only four outstanding items on the punch list for this project.
- She does not check to see if the work has been completed before she deletes the items off of the punch list.
- Chairman Sangiovanni suggested that the PBC members take the complete punch list from the October 24, 2012 meeting and return to the building to perform another walk-through.
- Mr. Cloonan was at the building today with Mr. Mark Welch from Oak Park Architects. They checked on some of the items, especially the roof, and took photographs. The items on the punch list have not been repaired. After seeing this, Mr. Welch is being more cooperative with the PBC.
- Chairman Sangiovanni shared that the First Selectman received a letter from Mr. Paul Haynes of Haynes Construction demanding immediate payment of \$156,203.05 under its contract with Suffield for the High School Agri-Science Large Animal Facility Project. Mr. Mark Welch had mistakenly issued a certificate of substantial completion for this project. The certificate should not have been issued, because a working fire pump is required as part of the project, so the PBC rejected it. Mr. Welch never received or approved the application for payment, so Haynes Construction is demanding money without going through the proper process.
- There is no evidence that the work has been completed.
- Chairman Sangiovanni stated that Mr. Haynes needs to fix the work if he wants payment.
- Mr. Cloonan said that he will call Mr. Welch and explain that the PBC disagrees with Ms. Rubino's punch list. He will inform Mr. Welch that the PBC will be conducting another walk-through and will create a new punch list. The PBC would like Mr. Welch present at the walk-through.
- The roof manufacturer needs to look at the roof and compose a letter to Haynes Construction stating that the roof does not meet the necessary requirements.
- Mr. Neilson mentioned that there is an infra-red test that is conducted on roofs to see if there are issues with leaking. Mr. Welch will be asked if the PBC should get one of these tests done, or wait.
- Mr. Welch stated that he is still missing the balance report, door, and metal building warranties from Haynes Construction.
- Mr. Neilson asked Mr. Keith Morris (consultant for Inland Wetlands Commission) and Mr. Art Christian (the Chairman of Inland Wetlands) to inspect the landscaping outside of the VoAg building. They both disputed everything that Mr. Mark Roming, the landscape architect, previously stated about the landscaping. (Mr. Roming said that the crown vetch is 90% there, but they need to give it a chance to grow in, and that there is no drainage problem.)
- Mr. Christian signed a letter with details of all of their findings. The PBC suggested that a copy of that letter should be sent to Mr. Welch, if it has not already been sent.
- The new director for the High School Agri-Science Program is requesting some automatic water feeds for the animals, and an outdoor spigot on the back of the building.
- Chairman Sangiovanni suggested that all of the additional things that are being requested for the building should be priced and will be completed when the building is accepted. There is a balance left from the fund for the equipment.

Kent Memorial Library Renovation Project

- Mr. Cloonan stated that Silver Petrucelli is waiting on the report from the company that inspected the ductwork with video equipment last weekend.
- The HazMat report came back negative for air quality and asbestos.
- Mr. Cloonan hired Deno Surveying to do the A-2 Survey for the transformer, and that should be done in the next couple of weeks.

- Mr. Cloonan stated that Mr. Mel Chafetz asked if the new addition at the KML could start before the existing Library renovation. Chairman Sangiovanni did not see any problem with that.
- Chairman Sangiovanni shared that Mr. Patrick McMahon was contacted by a generous donor that is interested in possibly funding construction of a new ADA accessible entrance to the library.

Invoices

- None

Other Business

- None

Schedule Next Meeting

- The next meeting of the Suffield Permanent Building Commission will be on September 26, 2013.

Adjourn

- There was a motion made and seconded to adjourn at 8:50 PM.

Submitted by
Kelly Hawkins

Joseph J. Sangiovanni, Chairman

Chairman Signature